

SCHEDULE 4.001

FY2004 FIRE - FULL COST ALLOCATION PLAN

CITY OF HOUSTON. FIRE DEPARTMENT
COMMUNICATIONS AND RECORDS
NATURE AND EXTENT OF SERVICES

The Division receives all calls for fire and EMS emergencies and dispatches the appropriate personnel and equipment necessary to the scene, and records pertinent information. Responsibilities and allocation bases are as follows:

- * Communications - Receives calls for fire and EMS emergencies and dispatches personnel and equipment to the scene; records pertinent information; maintains management information system. The number of classified operational employees is the basis for cost allocation.

- * Equipment Repair - Procures, maintains and repairs all Fire Department communication equipment such as radios, pagers, dispatch systems, and medical telemetry equipment. The number of equipment assigned is the basis for cost allocation.

City of Houston, Texas
FY 2004 Full Cost Plan. Fire
COMMUNICATIONS & RECORDS
Costs to be allocated

	1st Allocation	2nd Allocation	Sub-total	Total
Expenditures per financial statement:	\$8,278,000			\$8,278,000
Deductions:				
CAPITAL OUTLAY				
Total deductions:				
Allocated additions:				
CHIEF'S ADMINISTRATION	241,741	3,779	245,520	
MAINTENANCE	202,598	28,372	230,970	
COMMUNICATIONS & RECORDS		243,330	243,330	
Total allocated additions:	444,339	275,481	719,820	719,820
Total to be allocated:	\$8,722,339	\$275,481		\$8,997,820
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City of Houston, Texas
FY 2004 Full Cost Plan. Fire
COMMUNICATIONS & RECORDS
Schedule of costs to be
allocated by function

	Total General & admn COMMUNICATIONS	EQUIP. REPAIR
Wages & benefits		

SALARIES & WAGES	\$6,166,000	\$984,000 \$5,182,000
FRINGE BENEFITS	1,599,000	276,000 1,323,000
Other expense and cost		

SUPPLIES	319,000	312,000 7,000
OTHER EXPENSES	194,000	165,000 29,000
CAPITAL OUTLAY		
Departmental		
Expenditures	8,278,000	1,737,000 6,541,000
Functional cost	8,278,000	1,737,000 6,541,000
Additions: 1st		
Others	444,339	70,910 373,429
Allocable costs	8,722,339	1,807,910 6,914,429
1st Allocation	8,722,339	1,807,910 6,914,429

Additions: 2nd		
Others	275,481	43,963 231,518
Allocable costs	275,481	43,963 231,518
2nd Allocation	275,481	43,963 231,518

Total allocated	\$8,997,820	\$1,851,873 \$7,145,947
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City of Houston, Texas
FY 2004 Full Cost Plan. Fire
COMMUNICATIONS & RECORDS
Detail allocation of
COMMUNICATIONS

User Department	Allocation Units (A)	Allocated Percent	Gross Allocated	Direct Billed	First Allocation	Second Allocation	Total Allocated
EMS OPS	623	19.802	\$358,019		\$358,019	\$8,706	\$366,725
FIRE OPS	2,220	70.565	1,275,766		1,275,766	31,023	1,306,789
HAZMAT OPS	45	1.430	25,860		25,860	629	26,489
AIRPORT OPS	99	3.146	56,892		56,892	1,383	58,275
FIRE MARSHAL	159	5.057	91,373		91,373	2,222	93,595
Subtotal	3,146	100.000	1,807,910		1,807,910	43,963	1,851,873
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Total	3,146	100.000	\$1,807,910		\$1,807,910	\$43,963	\$1,851,873
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(A) Alloc basis: Number of Classified Ops Employees

Source: Personnel Report

City of Houston, Texas
FY 2004 Full Cost Plan. Fire
COMMUNICATIONS & RECORDS
Detail allocation of
EQUIP. REPAIR

User Department	Allocation Units (A)	Allocated Percent	Gross Allocated	Direct Billed	First Allocation	Second Allocation	Total Allocated
CHIEF ADMIN	194	3.379	\$233,693		\$233,693		\$233,693
MAINTENANCE	174	3.031	209,601		209,601		209,601
COMM & RECORDS	202	3.519	243,330		243,330		243,330
FIRE ACADEMY	198	3.449	238,512		238,512	8,867	247,379
BMS OPS	75	1.306	90,345		90,345	3,359	93,704
FIRE OPS	4,631	80.679	5,578,523		5,578,523	207,381	5,785,904
FIRE MARSHAL	266	4.637	320,425		320,425	11,911	332,336
Subtotal	5,740	100.000	6,914,429		6,914,429	231,518	7,145,947
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Total	5,740	100.000	\$6,914,429		\$6,914,429	\$231,518	\$7,145,947
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(A) Alloc basis: Number of Radios/Comm. Equip. Assigned

Source: Fire Dept. Inventory

City of Houston, Texas
FY 2004 Full Cost Plan. Fire
COMMUNICATIONS & RECORDS
Departmental Cost
Allocation Summary

	Total COMMUNICATIONS		EQUIP. REPAIR
CHIEF ADMIN	\$233,693		\$233,693
MAINTENANCE	209,601		209,601
COMM & RECORDS	243,330		243,330
FIRE ACADEMY	247,379		247,379
BMS OPS	460,429	366,725	93,704
FIRE OPS	7,092,693	1,306,789	5,785,904
HAZMAT OPS	26,489	26,489	
AIRPORT OPS	58,275	58,275	
FIRE MARSHAL	425,931	93,595	332,336

Direct Billed

Total	\$8,997,820	\$1,851,873	\$7,145,947
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